

COLUMBIA COUNTY

Board of Supervisors

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Columbia County Human Resources Committee Minutes Friday, September 1, 2017

Committee Members Present: Bruce Rashke, Adam Field, Barry Pufahl (left at 9:30 AM), Dan Drew, Matthew Rohrbeck

Also in Attendance: Joseph Ruf, Vern Gove, Mary Cupery, James Foley, Kirk Konkell, Nancy Long, Jane Kohlwey, Ashley Jahn, Sheriff Dennis Richards, Darrel Kuhl, Greg Kaminski, Breanna Hellenbrand – M3, Lyn Jerde-PDR

The meeting was called to order by Chair Bruce Rashke at 8:00 AM and was certified to be in compliance with the Wisconsin Open Meetings Law.

Approval of Agenda

Motion by Drew to approve the agenda as presented, second by Field. Motion carried.

Approval of Minutes

Motion by Pufahl to approve the August 4, 2017, HR Committee meeting minutes and Joint Executive and HR Committee meeting minutes, second by Drew. Motion carried.

Approval of Expenditure Report

Motion by Drew to approve the expenditure report, second by Field. Motion carried.

General Review of Department Activities

Review of the 2017 HR budget.

DISTRICT ATTORNEY

Jane Kohlwey, DA, presented a replacement request for a Victim Witness Coordinator due to a retirement.

Motion by Pufahl to approve the request, second by Drew. Motion carried.

SOLID WASTE

Greg Kaminski, Solid Waste Director presented 2 requests.

- Approval of the job description for the position of Operations Supervisor. Motion by Field to approve the job description as presented, second by Drew. Motion carried.
- Request to increase the hourly rate for Limited Term Employees (LTEs) from \$10.00 per hour to \$12.00 per hour. The request is for LTEs only and not Huber personnel. The LTEs work on the line sorting recycling materials. The request will be presented to the Finance Committee for approval. Motion by Pufahl to approve the increase wage request for LTEs as presented, second by Drew. Motion carried and will be effective on the pay period following all required approvals.

HEALTH & HUMAN SERVICES

Ashley Jahn, Assistant ADRC Director, presented a request to increase the hourly rate for all ADRC Drivers from \$9.00 to \$9.50. Motion by Field to approve the request, second by Rohrbeck. Motion carried. Motion by Drew to recommend to the Finance Committee for approval with the increase being effective the following payroll, second by Rohrbeck. Motion carried.

SHERIFF

Sheriff Dennis Richards presented the following items:

- Replacement requests for 2 Jailer positions due to resignations. Discussion. Motion by Pufahl to approve the replacement requests, second by Drew. Motion carried
- Jail Staff wages were discussed at the Public Safety Committee (PSC) in response to a letter from senior Jailers that was emailed to the PSC Committee members. The request is for review of Jailer compensation taking into account employment longevity and separation between steps in comparison with less senior personnel. Discussion. Motion by Pufahl to table until a proposal supporting the request from the PSC is presented, second by Rohrbeck. Supervisors Drew and Field opposed, motion carried 3 to 2.

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- The Sheriff's Administration personnel requested review of their wages. The wage scale of Sauk County Sheriff's Administration positions was presented along with a reference to internal wage compression with Columbia County Sheriff's Sworn Union personnel. The request proposes taking the Sheriff Administration positions out of the Columbia County Compensation Schedule established by the Carlson Dettmann wage study. The cost was not provided and no action was taken - informational only at this time. Discussion of market analysis.

HUMAN RESOURCES

- ~~The 2018 Across the Board (ATB) increase was discussed. Discussion of step increases (steps 1-6 every year, steps 6-11 every other year). Motion by Rashke to recommend to the Finance Committee a 2018 ATB of 1% in addition to 2018 step increases to eligible employees, second by Drew. Motion carried.~~

CLOSED SESSION

- ❖ Motion by Field for the Committee to go into closed session at 9:10 AM pursuant to Wisconsin Statutes Section 19.85(1)(e), Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session [2018 Employee Health Insurance Bids/Proposals], second by Drew. Roll call unanimous.

OPEN SESSION

Committee returned to open session at 9:54 AM

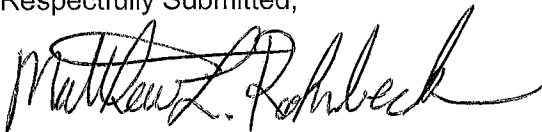
- ❖ Motion by Field to direct M3, the County's Insurance broker, to continue working with prospective carriers to obtain final 2018 employee health insurance rates, which will be presented to the HR Committee for a decision at the October 6, 2017 meeting, second by Drew. Motion carried.

- Discussion regarding proposal for Carlson Dettmann to conduct a review, analysis, and update of the County Compensation Schedule to ensure that County wages are competitive and consistent with current market rates. Funds for the proposed review are available in the 2017 HR budget. Further discussion in the future will take place before proceeding with the review.

The next HR Committee meeting will be Friday, October 6, 2017, at 8:00 AM in the Administration Building Meeting Room 3.

Adjourned meeting at 10:14 AM on motion of Field, second by Rohrbeck.

Respectfully Submitted,



Matthew Rohrbeck
Human Resources Committee Secretary



Jane Bescup
Recording Secretary